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**City of Detroit**  
**CITY COUNCIL**

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TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: August 19, 2014

RE: **REVIEW OF CONTRACTS AND PURCHASING FILES**

Attached is the list of contracts and purchase orders recommended by the Finance Department, Purchasing Division for the Week of August 19, 2014. The contracts are submitted to the City Council under the Recess Procedures approved July 15, 2014. All items on the enclosed list will be held through Wednesday, August 20, 2014. If Council Members object to or wish to hold any item on this list, please notify the Committee Clerk's office by 4 pm, Wednesday, August 20. All contracts, that are not held, will be considered approved and processed beginning Thursday, August 21, 2014.

Any contract that is held, will be held until the objection of the Council Member(s) holding the contract is withdrawn; Contracts held after the Recess period will be referred to the appropriate Committee for review and consideration.

The comments and review of the Legislative Policy Division staff are printed in bold following the contracts.

Attachment

cc:	Janice Winfrey	City Clerk
	Mark Lockridge	Auditor General
	Palencia Mobley	Mayor's Liaison
	Boysie Jackson	Purchasing Division
	Irvin Corley	Legislative Policy Division
	Marcell Todd	Legislative Policy Division

Statistics compiled for the list of Contracts and Purchases submitted for Week of August 19, 2014.

<b>Department</b>	<b>No. of Contracts or Purchase Orders</b>	<b>Detroit-Based Business Bids</b>	<b>Change, Extension Increases, Renewals</b>	<b>Located in Detroit</b>
Airport	2	0	1 Extension	0
Planning & Develop.	9	9	0	9
Police	1	1	0	1
Finance	1	0	0	0
<b>Totals</b>	<b>13</b>	<b>10 Detroit-Based Business Bids</b>	<b>1 Extension</b>	<b>10</b>

The Honorable City Council  
Contracts and Purchase Orders, Statistics  
Items Submitted for Week of August 19, 2014

Page 2

This list represents expenditures totaling \$2,105,908.65

Included in the total costs are the following:

City General Fund	\$ 63,000.00
Grants Fund	\$2,042,908.65

TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: August 19, 2014

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED  
DURING RECESS WEEK OF AUGUST 19, 2014**

### **AIRPORT**

2817890 100% Other (Revenue) – To Provide Leasing of Ground Space, West of French Road – Contractor: Chrysler Group Transport, LLC, Location: 1000 Chrysler Drive, CIMS: 485-12-30, Auburn Hills, MI 48326 – Contract Period: January 1, 2014 through December 31, 2018 – Increase Amount: \$600,000.00 – Contract Revenue Amount: \$1,110,000.00

Extension of Agreement – Lease was \$510,000.00

**Revenue budgeted to General Fund, Acct. 5002-100010-000013-462230-00223-00000-000000, Revenue Appropriation for Airport Operations.**

**This is an extension of the original 5-year lease agreement for the lease of approximately one million square feet of ground space located on the airport grounds located west of French Road. The original 5-year lease had an option for one additional 5-year term, of which, Chrysler Group Transport, LLC selected. The initial lease term was January 1, 2009 through December 31, 2013 at a rate of \$8,500 per month and \$102,000 per year, for the 5-year lease total of \$510,000.**

**The current lease rate for January 1, 2014 through December 31, 2018, now increases to \$10,000 per month and \$120,000 per year, for the new 5-year lease total of \$600,000.**

**Covenant of Equal Opportunity Affidavit signed 2-5-14; TAXES: Good Through 2-27-15; Hiring Policy Compliance Affidavit signed 2-5-15; Slavery Era Records Disclosure Affidavit signed 2-5-14, indicating business established 1925, therefore, there are no records to disclose.**

**AIRPORT**

2896379      100% Other (Revenue) Funding – To Provide Leasing of Property at the Coleman A. Young International Airport (Non aeronautical/Landside) – Contractor: QOE Consulting, PLC, Location: 4100 Capital City Blvd., 2nd Floor, Lansing, MI 48906 – Contract Period: July 1, 2014 through June 30, 2017 – Contract Amount Revenue: \$14,400.00

**Revenue budgeted to General Fund, Acct. 5002-100010-00000-462100-00223-00000-000000, Revenue Appropriation for Airport Operations.**

**This is a 3-year lease agreement for the lease of approximately four hundred square feet of space within the airport's main terminal. The 3-year lease agreement for July 1, 2014 through June 30, 2017, has an option for one additional 3-year term, based on a mutual agreement of both parties. The initial lease term was January 1, 2009 through December 31, 2013 at a rate of \$8,500 per month and \$102,000 per year, for the 5-year lease total of \$510,000.**

**Covenant of Equal Opportunity Affidavit signed 12-6-13;**

**TAXES: Good through 1-2-15;**

**Hiring Policy Compliance Affidavit signed 12-16-13;**

**Slavery Era Records Disclosure Affidavit signed 12-6-13. Company was established in 2010, so there are no records to disclose.**

## **PLANNING AND DEVELOPMENT**

2893793      100% Federal Funding – To Provide Emergency Shelter for Homeless and/or Addicted Male Residents – Contractor: Mariner's Inn, Location: 445 Ledyard, Detroit, MI 48201 – Contract Period: October 1, 2013 through December 31, 2015 – Contract Amount: \$140,000.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-628500-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Mariner's Inn Emergency Shelter provides a 90-day residential program. Mariner's Inn serves adult men ages 18 and older, approximately 95% of the men it services are Detroit residents with an average age of about 45 years of age. 80% of the population serviced by Mariner's Inn are chronically homeless. The department's project manager is Shirley Walker.**

**The services provided include Emergency Shelter: which includes 10 emergency shelter beds for men who awaiting entry into the Residential Treatment Program; of Residential Substance Abuse Treatment: which includes 70 beds and provides up to 90 days of CARF-accredited (Commission on Accreditation of Rehabilitation Facilities) substance abuse treatment to homeless men.**

**Additional services include, three nutritional meals a day, educational experiences, which include referrals to tutoring and GED training; assistance with resume writing, computer skills, job searching, interviewing skills, etc.; transportation assistance and ongoing case management.**

**The supportive services provided: 620 individuals will receive emergency shelter beds, substance abuse treatment, prevention services and housing. 370 consumers will receive clothing. 370 consumers will receive prescription co-pays, dental & vision care. 100 individuals will receive vocational counseling. 200 individuals will receive outpatient substance abuse counseling. 500 individuals will receive outpatient counseling.**

**Mariner's Inn has a goal to provide at a minimum, 31,500 service units to a minimum of 620 persons. The hours of operation are 24 hours a day, seven days a week.**

**Covenant of Equal Opportunity Affidavit signed 1-24-14;**

**TAXES: Good Through 2-4-15;**

**Hiring Policy Compliance Affidavit signed 1-24-14, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 1-24-14, indicating business did not exist during slavery.**

## **PLANNING AND DEVELOPMENT**

2893802 100% Federal Funding – To Provide Public Service Shelter and Activities for the Homeless, Location: Operation Get Down, Location: 10100 Harper, Detroit, MI 48213 – Contract Period: January 1, 2014 through December 31, 2015 – Contract Amount: \$100,000.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-628500-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Operation Get Down provides all of its clients case management services which include, substance abuse counseling, life skills, mental health services, and appropriate housing referrals. Clients are services via direct pick up and walk-in referrals. In addition, referrals are made to outside services, that include Detroit Central City for Mental Counseling and Advantage Care, that provide clients with needed medical attention, screening and free TB (tuberculosis) vaccinations. The department's project manager is Sandra O'Neil.**

**Additionally, Operation Get Down will provide its clients with the required ID to prepare and secure employment.**

**Operation Get Down has a goal to provide at a minimum, 60 service units to a minimum of 60 individuals.**

**TAXES: Good through 4-9-15;**

**Hiring Policy Compliance Affidavit signed 2-14-14, Slavery Era Records Disclosure Affidavit signed 2-14-14, indicating business established 1971, so there are no records to disclose.**

## **PLANNING AND DEVELOPMENT**

2893836 100% Federal Funding – To Provide Emergency Shelter Services for Homeless Young Women – Contractor: Alternatives for Girls, Location: 903 W. Grand Blvd, Detroit, MI 48208 – Contract Period: October 1, 2013 through September 30, 2015 – Contract Amount: \$120,943.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-628500-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Alternatives for Girls provides emergency shelter services for approximately 95 young women and their children, 3,800 hours of case management, 780 hours of counseling, 375 hours of life skills development workshops and transportation assistance. The department's case manager is Gail Pryor.**

**100% of the young women (95) will receive an assessment and a developed plan to increase life skills in the areas of mainstream/community resources, support networks, career development, communication, education, employment, financial literacy, health, housing mental health and substance abuse assistance.**

**80% of the young women (76) will have reached a minimum of two objectives, such as establish independent housing, complete an educational program or secure employment, within the established time frame.**

**Covenant of Equal Opportunity Affidavit signed 1-30-14;**

**TAXES: Good Through 3-3-15;**

**Hiring Policy Compliance Affidavit signed 1-30-14, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 1-30-14, indicating business established 1987, so there are no records to disclose.**



## **PLANNING AND DEVELOPMENT**

2893855 100% Federal Funding – To Provide Basic Necessities, Housing, Job Preparedness, Employment Opportunities and Emergency Medical Services for Residents of the City of Detroit – Contractor: Covenant House Michigan, Location: 2959 Martin Luther King Jr. Blvd., Detroit, MI 48208 – Contract Period: October 1, 2013 through September 3-, 2015 – Contract Amount: \$100,000.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-628500-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Covenant House Michigan provides emergency shelter for the homeless. The program provides suitable living conditions for at least 250 unduplicated homeless and at-risk 18-22 year olds. The department's project manager is Gail Pryor.**

**The program includes a street outreach team, a crisis shelter, a rights-of-passage/transitional housing program and a Homeless Management Information System (HMIS) Data System, which is a data gathering process maintained by the CHM Administrative Service Manager.**

**TAXES: Good through 8-16-14;**

**Hiring Policy Compliance Affidavit signed 6-3-13,**

**Slavery Era Records Disclosure Affidavit signed 6-3-13, indicating business established 1997, so there are no records to disclose.**

## **PLANNING AND DEVELOPMENT**

2893862 100% Federal Funding – To Provide Emergency Public Services to the Residents of the City of Detroit – Contractor: Coalition on Temporary Shelter, (COTS), Location: 26 Peterboro, Detroit, MI 48201 – Contract Period: October 1, 2013 through December 31, 2015 – Contract Amount: \$135,000.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-628500-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Coalition on Temporary Shelter, (COTS) provides services to homeless individuals in the city of Detroit. The department's project manager is Sandra O'Neil.**

**The services provided include, outreach services, emergency shelter and housing search & placement, case management, life skills training, including financial literacy; alcohol and substance abuse services, mental health services, HIV/AIDS related services, employment assistance, child care, transportation assistance and legal referrals.**

**Clearances provided and up-to-date for the following: Taxes, Hiring Policy Compliance Affidavit, Slavery Era Records Disclosure Affidavit.**

## **PLANNING AND DEVELOPMENT**

2894806 100% Federal Funding – To Provide Homeless Public Services for the Residents of the City of Detroit – Contractor: United Community Housing Coalition, Location: 220 Bagley, Suite 200, Detroit, MI 48206 – Contract Period: October 1, 2013 through September 30, 2015 – Contract Amount: \$135,536.00

**Costs budgeted to Block Grant Acct. 2002-361508-000000-651118-13340-000000-A3120, Block Grant Appropriation for Emergency Solutions Grant includes available funding of \$7,770,371.98 as of August 15, 2014.**

**United Community Housing Coalition provides services to homeless individuals. United Community Housing Coalition performs a needs assessment for its clients as a part of its Rapid Rehousing assistance program. The department's project manager is Gail Pryor.**

**The program includes, an intake assessment, a developed plan for the short and long term housing needs of its clients, a housing search, housing inspection of the discovered housing, individualized counseling, arranged meetings with Michigan Legal Services and first month's rent payment assistance.**

**Clearances provided and up-to-date for the following: Taxes, Hiring Policy Compliance Affidavit, Slavery Era Records Disclosure Affidavit.**

## **PLANNING AND DEVELOPMENT**

2895146 100% Federal Funding – To Provide Rapid Re-Housing and Homeless Prevention Services for Mentally Ill Residents – Contractor: Detroit Central City Community Mental Health, Inc., Location: 10 Peterboro, Detroit, MI 48201 – Contract Period: January 1, 2014 through December 31, 2015 – Contract Amount: \$302,642.65

**Costs budgeted to several Block Grant Accts., including: 2002-361508-000000-651118-13340-000000-A3120 (\$196,000), 2002-361508-000000-617900-13340-000000-A3120 (\$98,000), 2002-361508-000000-628500-13340-000000-A3120 (\$6,000), all under Block Grant Appropriation for Emergency Solutions Grant, which includes available funding of \$7,770,371.98 as of August 15, 2014. The costs are also budgeted to accounts 2002-361508-000000-628500-11815-000000-A3120 (\$1,447.72) and 2002-361508-000000-617900-11815-000000-A3120 (\$1,494.93), both under Block Grant Appropriation for Emergency Shelter Grant - PDD, which includes available funding of \$877,003.05 as of August 15, 2014.**

**Detroit Central City Community Mental Health, Inc. will identify 300 mentally ill homeless adults for rapid re-housing services. The department's project manager is Gail Pryor.**

**The program, located at 10 Peterboro, will be the point of access for the Rapid Re-housing Program. The program services the seriously and the persistently mentally ill and individuals with a criminal history who may be homeless or at risk to be homeless. The Rapid Re-housing Program will serve at least 250 homeless adults who suffer from a severe and persistent mental illness and are currently residing in the streets, shelters, transitional housing, abandoned building or any other place not suitable for human habitation.**

**Clearances provided and up-to-date for the following: Taxes, Hiring Policy Compliance Affidavit, Slavery Era Records Disclosure Affidavit.**

## **PLANNING AND DEVELOPMENT**

2895514 100% Federal Funding – To Provide Emergency Shelter and Transitional Housing located at 3430 Third Avenue – Contractor: Neighborhood Service Organization, Location: 882 Oakman Blvd, Suite C, Detroit, MI 48238 – Contract Period: October 1, 2013 through December 31, 2015 – Contract Amount: \$508,787.00

**Costs budgeted to several Block Grant Accts., including: 2002-361508-000000-651118-13340-000000-A3120 (\$346,711), 2002-361508-000000-628500-13340-000000-A3120 (\$151,900) and 2002-361508-000000-628502-13340-000000-A3120 (\$10,176) all under Block Grant Appropriation for Emergency Solutions Grant, which includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Neighborhood Service Organization provides rapid rehousing services to homeless individuals. The department's project manager is Sandra O'Neil.**

**The rapid rehousing program includes, an intake assessment, a developed plan for the short and long term housing needs of its clients, a housing search, housing inspection of the discovered housing.**

**Clearances provided and up-to-date for the following:  
Taxes, Hiring Policy Compliance Affidavit and Slavery Era Records Disclosure Affidavit.**

## **PLANNING AND DEVELOPMENT**

2895769 100% Federal Funding – To Provide Rapid Re-Housing and Homeless Prevention Services to all City of Residents who Qualify – Contractor: Neighborhood Legal Services Michigan, Location: 7310 Woodward Avenue, Detroit, MI 48202 – Contract Period: October 1, 2013 through December 31, 2015 – Contract Amount: \$500,000.00

**Costs budgeted to two Block Grant Accts., including: 2002-361508-000000-651118-13340-000000-A3120 (\$490,000) and 2002-361508-000000-628500-13340-000000-A3120 (\$10,000), both under Block Grant Appropriation for Emergency Solutions Grant, which includes available funding of \$7,770,371.98 as of August 15, 2014.**

**Neighborhood Legal Services Michigan provides rapid rehousing services to all city of Detroit residents who qualify. The department's program manager is Kerry Baitinger.**

**Neighborhood Legal Services Michigan's rapid rehousing program includes, an intake assessment, a developed plan for the short and long term housing needs of its clients, a housing search, housing inspection of the discovered housing, referrals and follow-up.**

**Clearances provided and up-to-date for the following:  
Taxes, Hiring Policy Compliance Affidavit and Slavery Era Records Disclosure Affidavit.**

**POLICE**

2894250 100% City Funding – To Provide Vehicle Wash Service – Contractor: Celebrity Car Wash, Location: 8641 Woodward, Detroit, MI 48202 – Contract Period: July 1, 2014 through June 30, 2017 – Contract Amount: \$63,000.00/3 yrs

**Costs budgeted to Acct. 1000-370675-000165-622100-00119-000000-A1081, Appropriation for Support Services Bureau includes available funding of \$ 32,521,920.82 as of August 15, 2014.**

**There were five bids solicited and 3 bids received. Celebrity Car Wash submitted the winning lowest bid at \$63,000. The bids included Star Auto Wash at \$75,000, with the third lowest bid; Downtown Auto Wash at \$69,540, with the second lowest bid.**

**Purchasing also noted that Celebrity Wash provides a higher level of detailing in the interior of the vehicles, used when interiors have bodily fluids as well, as an additional factor.**

**The annual estimated usage and price was based on an estimate of 3,000 vehicle washes per year at \$7.00 per vehicle, including cars, trucks and minivans at \$21,000. This for the full 3-year duration of the contract equates to the \$63,000 contract amount.**

**Clearances provided and up-to-date for the following:  
Taxes, Hiring Policy Compliance Affidavit and Slavery Era Records Disclosure Affidavit.**

## FINANCE

2896464 **Revenue** – To Provide Auction Services for City-Wide Surplus Assets – Contractor: Hilco Industrial LLC, 31555 W. 14 Mile Road, Suite 301, Farmington Hills, Michigan 48334 – Contract Period: Upon City Council and Emergency Manager Approval for (3) three years – Contract Amount: \$0.00 (**REVENUE**)

*The reporting for this contract is in a report issued by LPD under a separate cover: “Contract 2896464 with Hilco Industrial, LLC”, dated August 15, 2014. Please see that report for additional details AND the entire contract.*

The revenue for this contract will be allocated to a General Fund Non Departmental revenue account.

The contract specifies that Hilco provides for the preparation for the auction, which includes identifying, photographing, inventorying, cleaning, repairing and preparing the surplus assets, which may include the containment, removal or disposal of hazardous materials contained within any surplus assets. Additionally, Hilco is required to prepare all written materials for use of bidders and to provide a complete auction crew to handle required accounting functions to provide buyers with an invoice and the City a complete accounting of all items sold at the auction. The contractor is responsible for collecting on the high bids received at the auction. The City is to receive a final sales report within 28 days following the auction.

The City is to receive a \$5,000,000 Up-Front Payment upon the Effective Date of this contract and is Non-Refundable, except if the contract is terminated for convenience of the City, or the contractor terminates this due to a default by the City, prior to the Initial Auction. Additional revenue details are indicated in our aforementioned report of August 15, 2014 on the Hilco Contract.